



AGENDA
PLAN COMMISSION MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS, WISCONSIN
JANUARY 08, 2015
7:30 P.M.

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Richfield Plan Commission, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: "Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.")

1. Call to Order/Determination of quorum
2. Verification of Open Meetings Law compliance
3. Pledge of Allegiance
4. Approval of Minutes
 - a. December 4, 2014 - Regular Meeting
5. DISCUSSION/ACTION
 - a. Discussion and possible recommendation to the Village Board regarding the approval of a lot combination to create a two lot Certified Survey Map for the properties with Tax Keys: V10_0773009 and V10_0773008
 - b. Discussion/Action regarding Resolution R2015-01-01, a Resolution to amend multiple sections of the Village's Future Land Use Map and Comprehensive Plan

6. ADJOURNMENT

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at www.richfieldwi.gov. Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 with as much advance notice as possible.

4 a

4a

Plan Commission Meeting
Village of Richfield, 4128 Hubertus Road

12/4/2014
7:30 p.m.

1. Call to order/determination of quorum

Chairman Jim Otto called the meeting to order at 7:30 p.m.

In attendance was Chairman Jim Otto; Vice-Chairman Donald Berghammer; Commissioners Kurt Bartel, Ray Cote, Richard Melzer, Trustee Bill Collins, Consultant Planner Tim Schwecke and Village Administrator Jim Healy.

Commissioner Bob Lalk had an excused absence.

2. Verification of Open Meetings Law compliance

Administrator Healy stated that the agendas were posted at the Richfield, Hubertus, and Colgate U.S. Post Offices as well as Village Hall. Digital copies of the agenda were sent to the West Bend Daily News, Germantown Express News, Hartford Times Press, and the Milwaukee Journal Sentinel.

3. Pledge of Allegiance

4. Approval of Minutes

a. November 6, 2014 – Regular Meeting

Motion by Commissioner Melzer to approve the minutes of the regular November 6, 2014 Plan Commission meeting, as drafted; Seconded by Trustee Collins; Motion passed without objection.

b. November 9, 2014 - Special Meeting

Motion by Trustee Collins to approve the minutes of the special meeting November 9, 2014 Plan Commission meeting, with the correction that Commissioner Dick Melzer had an 'excused absence'; Seconded by Commissioner Melzer; Motion passed without objection.

5. PUBLIC HEARING

Motion by Commissioner Melzer to open public hearing; Seconded by Trustee Collins; Motion passed without objection.

No one from the public spoke.

Motion by Commissioner Melzer to close public hearing; Seconded by Vice Chairman Berghammer; Motion passed without objection.

6. DISCUSSION/ ACTION

- a. Discussion and possible recommendation to the Village Board regarding the rezoning petition by Donna M. Nagel Survivors Trust to rezone a portion of Tax Key: V10_1313 from A-1, Exclusive Agricultural District to A-2, General Agricultural District and the remainder from A-1, to Rs-1b, Single Family Cluster/Open Space Residential District and Tax Key: V10_1314 from A-1 to Rs-1b**

Motion by Trustee Collins to recommend to the Village Board the approval of Ordinance O2014-12-1, an ordinance to rezone Tax Keys: V10-1313 and V10-1314 as described therein subject to the following General and Specific Conditions of Approval; Seconded by Commissioner Cote; Motion passed without objection.

Specific Conditions of Approval:

1. Proposed Certified Survey Map must be approved by the Village Board and filed at the Washington County Register of Deeds
2. Within 12 months of the approval of the proposed CSM, the subdivider must file a Preliminary Plat for the proposed subdivision

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.
 - b. **Discussion and possible recommendation to the Village Board regarding the approval of a land division to create a one lot Certified Survey Map (CSM) for the property with Tax Key: V10_1313, Donna M. Nagel Survivors Trust**

Motion by Trustee Collins to recommend to the Village Board the approval of the Certified Survey Map for the property indicated by Tax Key: V10_1313, subject to the General and Specific Conditions of Approval listed below; Seconded by Commissioner Melzer; Motion passed without objection.

Specific Conditions of Approval:

1. That the comments addressed by Village Engineer Michael Rubendall on his November 21, 2014 correspondence be addressed to his satisfaction.
2. On page 2 of the CSM, the signature block for "Interim Clerk" be replaced with "Administrator/Clerk".
3. That the subject property, indicated by Tax Key: V10_1313, be rezoned by ordinance to A-2, General Agricultural District.

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to,

the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.

2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
 3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.
- c. **Discussion and possible recommendation to the Village Board regarding the approval of a lot combination to create a one lot Certified Survey Map for the properties with Tax Keys: V10_035600B and V10_0373, Richfield Joint School District No. 1**

Motion by Trustee Collins to recommend to the Village Board the approval of the Certified Survey Map for the Richfield Joint School District No. 1, identified by Tax Keys: V10_035600B and V10-0373, subject to the General and Specific Conditions of Approval listed below; Seconded by Commissioner Melzer; Motion passed without objection.

Specific Conditions of Approval:

1. That the comments addressed by Village Engineer Michael Rubendall on his November 21, 2014 correspondence be addressed to his satisfaction.
2. On page 2 of the CSM, the signature block for Laura Johnson as "Clerk" be replaced with "Jim Healy, Administrator/Clerk".

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is

subject to all remedies available to the Village, including possible cause for termination of this approval.

d. Discussion and possible recommendation to the Village Board regarding the Preliminary Plat for Lakeview Ridge Subdivision, Tax Key: V10_0963, D&S Weyer No III, LLC.

Motion by Trustee Collins to recommend to the Village Board the approval of the preliminary plat for Lakeview Ridge subdivision, subject to the General and Specific Conditions of Approval listed below; Seconded by Commissioner Melzer; Motion passed without objection.

Specific Conditions of Approval:

1. The preliminary plat shall show all required features listed in the Village's land division regulations (Chapter 330), including but not limited to the following:
 - a. signature blocks for surveyor, property owner, village clerk-treasurer, county treasurer, and village board.
 - b. mortgagee certification block if the property owner has a mortgage on the property.
2. The subdivider shall provide documentation from Washington County to the Village Administrator indicating that each residential lot has a suitable site for a septic system.
3. The subdivider shall comply with the requirements in Section 70.193(J) of the municipal code with respect to "open space area ownership and maintenance requirements."
4. The subdivider shall submit a stormwater management agreement to the Village Board and obtain approval of the same. If required provide an access easement to the stormwater pond.
5. The subdivider shall install all improvements prior to submitting the final plat as required by Chapter 330 of the municipal code, in particular Sections 330-60 and 330-60A.
6. Prior to any land-altering activity, the subdivider shall submit all required plans (e.g., construction plans, stormwater management, and erosion control) to the Village Engineer and obtain approval of the same.
7. The subdivider shall provide all financial guarantees for any improvements as may be required by Chapter 330 of the municipal code.
8. A no access strip shall be added to lots 1, 9, 10, and 12 along Lakeview Drive so there is no question that access must be off of Lakeview Ridge Lane.
9. A note shall be added to lots 3, 4, 6, and 7 indicating that driveways shall be designed and constructed in compliance with Village standards, including a maximum grade of 12 percent.
10. The note for the stormwater management easement should be changed to "Stormwater Management Easement Granted to the Village of Richfield."
11. The extent of the stormwater easement should be described by a legal description if so required by the Village Engineer.

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.

3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

e. Discussion and possible recommendation to the Village Board regarding a potential ordinance amendment pertaining to legal, non-conforming properties in the Village
Motion by Collins to recommend to the Village Board the adoption of the proposed ordinance to allow the reconfiguration of legal, non-conforming properties and to direct Staff to prepare a Class II Public Hearing Notice pursuant to our municipal code; Seconded by Commissioner Melzer; Motion passed without objection.

- f. Discussion/Action to commence the process regarding various amendments to the Village's Future Land Use Map**

At this time Commissioner Cote recused himself due to the proximity of his house to the subject properties.

Motion by Vice Chairman Berghammer to direct Staff to prepare a petition to the Village Board, including a formal 'Public Participation Plan', for their consideration to amend the Future Land Use Map to change those parcels along Scenic Road and Willow Creek Road from 'Quarry Redevelopment' to 'Single Family Residential'; Seconded by Trustee Collins; Motion passed without objection.

- g. Discussion/Action regarding residential home plans for Lot 39, Reflections Village –Harpe Development**

At this time Commissioner Cote rejoined the Plan Commission.

Motion by Commissioner Bartel to approve the residential home plans for Lot 39 in Reflections Village as prepared by Harpe Development; Seconded by Commissioner Melzer; Motion passed without objection.

- h. Discussion/Action regarding the scheduling of a January 2015 Plan Commission Meeting**

Motion by Commissioner Bartel to direct Staff to notify the general public of a scheduling change for the January Plan Commission meeting from January 1, 2015 to January 8, 2015 at 7:30PM; Seconded by Commissioner Melzer; Motion passed without objection.

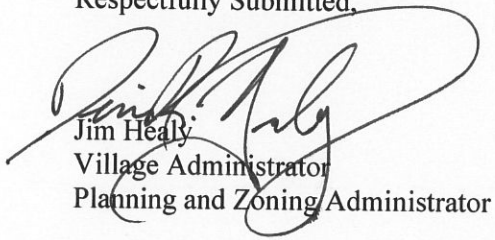
- i. Discussion and possible recommendation to the Village Board regarding the extraterritorial plat review of a proposed preliminary plat in the Town of Lisbon, NW 1/4 of section 4, T8N, R19E; Colgate Investments, applicant**

Motion by Trustee Collins to recommend to the Village Board approval of the Preliminary Plat for Colgate Investments, LLC in the Town of Lisbon as prepared by CJ Engineering with a revision date of June 26, 2014, provided they receive all other necessary approvals before registering the plat at the Waukesha County Register of Deeds; Seconded by Vice Chairman Berghammer; Motion passed without objection.

ADJOURNMENT

Motion by Commissioner Melzer to adjourn; Seconded by Vice Chairman Berghammer; Motion passed without objection at 8:43 p.m.

Respectfully Submitted,



Jim Healy
Village Administrator
Planning and Zoning Administrator

DRAFT

5 a



VILLAGE OF RICHFIELD
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: January 8, 2015

SUBJECT: Creation of a two-lot CSM, Tax Keys: V10_0773-008 and V10_0773-009

DATE SUBMITTED: December 30, 2014

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO RECOMMEND TO THE VILLAGE BOARD THE APPROVAL OF THE PROPOSED TWO-LOT CSM TO ADJUST PROPERTY BOUNDARY LINES BETWEEN TWO CONSENTING PROPERTY OWNERS ON OCONOBANKS DRIVE?

ISSUE SUMMARY:

As you know, over the past few months Village Staff has been working with the Plan Commission and Village Attorney to adopt an ordinance which would allow for the reconfiguration of legal, non-conforming properties. Pursuant to that soon to be adopted ordinance, the petitioner before us tonight has prepared a Certified Survey Map which would correct a fairly sizeable error which took place a number of decades ago.

The proposed boundary line relocation is proposed to legalize one of three existing accessory structures on the property. Currently the boundary line shared by these two property owners not only bisects a portion of the petitioner's garage but also two other smaller garden sheds too. The proposed survey by Don Thoma of Accurate Surveying & Engineering, LLP., would rectify the situation with the garage without significant impact to the surrounding neighbors or deviation from our Chapter 70 Zoning Code & Chapter 330, Subdivision Regulations. Based on previous conversations with the property owner, it is our understanding the two garden sheds would be removed entirely.

On December 18th the proposed survey was sent to our Village Engineers for review and the survey was accepted 'as is'. If the Plan Commission were of a mind to recommend approval of this proposed CSM to the Village Board, the required action to approve the survey would need to occur after Board considered the proposed ordinance this body recommended to them at your December 4, 2014 regular meeting.

FUTURE IMPACT AND ANALYSIS:

REVIEWED BY:

Kathleen M. Smith
Village Deputy Treasurer

Forward to Village Board: Yes

Additional Approvals Needed: Yes

Signatures Required: Yes

ATTACHMENTS:

1. CSM prepared by Donald Thoma, dated 12/17/14
2. Correspondence from Village Engineer Mike Rubendall dated 12/29/14
3. Ordinance O2014-01-01, an Ordinance to create regulations in Chapter 330 relating to the creation of nonconforming lots



VILLAGE OF RICHFIELD
PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: January 8, 2015

SUBJECT: Creation of a two-lot CSM, Tax Keys: V10_0773-008 and V10_0773-009

DATE SUBMITTED: December 30, 2014

SUBMITTED BY: Jim Healy, Village Administrator

STAFF RECOMMENDATION:

Motion to recommend to the Village Board the approval of the Certified Survey Map for Mr. Curtis Hultersturm and Ms. Sharon Finger, indicated by Tax Keys: V10_0773008 and V10_0773009, subject to the General and Specific Conditions of Approval listed below:

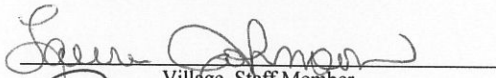
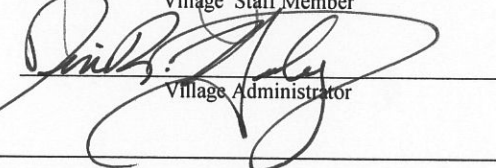
Specific Conditions of Approval:

1. That prior to the Village signing the prepared CSM, Ordinance O2015-01-01, be formally adopted and enacted into legislation by the Village Board.

General Conditions of Approval:

1. The subdivider shall satisfy all comments, conditions, and concerns of the Village Engineer, the Village Planner, and all reviewing, objecting and approving bodies, including, but not limited to, the Wisconsin Department of Commerce per Ch. 236, Wisconsin Statutes and Ch. Comm. 85, Wisconsin Administrative Code; Wisconsin Department of Administration per Ch. 236, Wisconsin Statutes; and Washington County.
2. The subdivider shall, on demand, reimburse the Village all costs and expenses of any type that the Village incurs in connection with this development, including the cost of professional services incurred by the Village (including engineering, legal, planning and other consulting fees) for the review and preparation of required documents or attendance at meetings or other related professional services for this application, as well as to enforce the conditions in this conditional approval due to a violation of these conditions.
3. Any unpaid bills owed to the Village by the subject property owner or his or her tenants, operators or occupants, for reimbursement of professional fees (as described above); or for personal property taxes; or for real property taxes; or for licenses, permit fees, or any other fees owed to the Village; shall be placed upon the tax roll for the subject property if not paid within thirty (30) days of the billing by the Village, pursuant to Section 66.0627, Wisconsin Statutes. Such unpaid bills also constitute a breach of the requirements of this conditional approval that is subject to all remedies available to the Village, including possible cause for termination of this approval.

APPROVED FOR SUBMITTAL BY:


Village Staff Member

Village Administrator

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

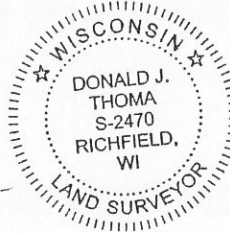
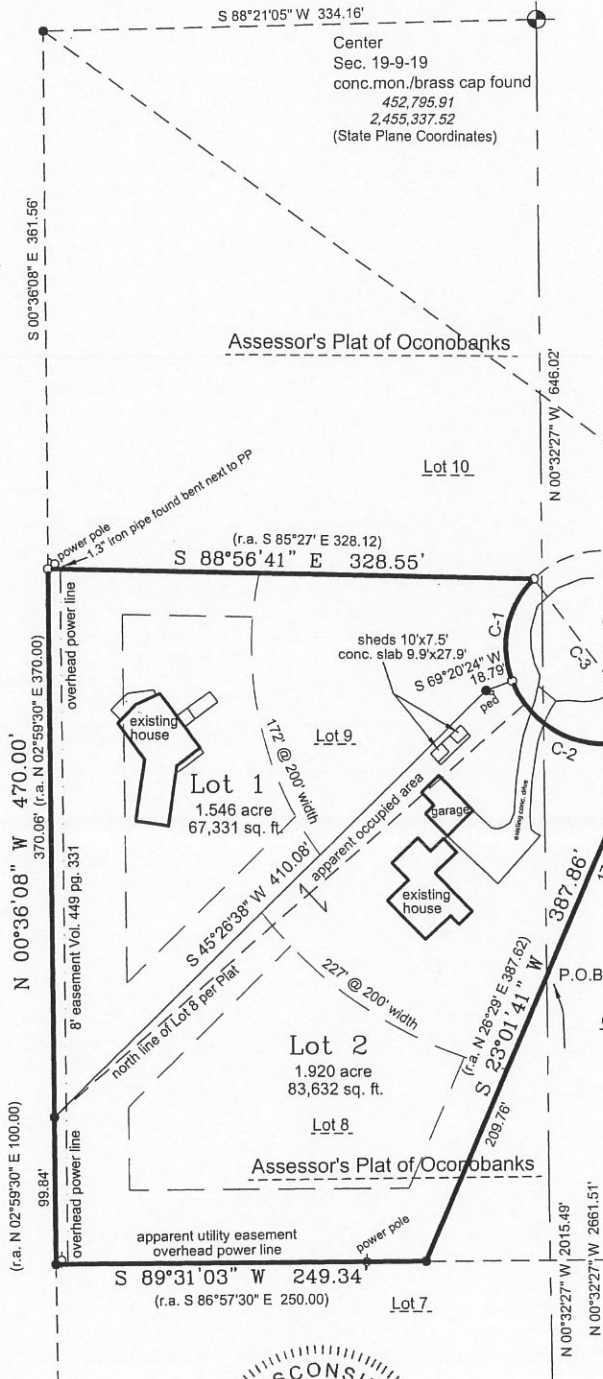
Washington County Certified Survey Map

Lot Eight (8) and Lot Nine (9) in Assessor's Plat of Oconobanks, being part of the NW 1/4 and SW 1/4 of the SE 1/4 and part of the NE 1/4 and SE 1/4 of the SW 1/4, all in Section 19, Township 9 North, Range 19 East, in the Town of Richfield now the Village of Richfield, Washington County, Wisconsin.

Sheet 1 of 3

Parcel 1, CSM 4438

Parcel 1, CSM 4438



Donald J. Thoma, S-2470
Dated this 17 day of December, 2014.

This instrument was drafted by Donald J. Thoma, S-2470

Washington County Certified Survey Map

Lot Eight (8) and Lot Nine (9) in Assessor's Plat of Oconobanks, being part of the NW 1/4 and SW 1/4 of the SE 1/4 and part of the NE 1/4 and SE 1/4 of the SW 1/4, all in Section 19, Township 9 North, Range 19 East, in the Town of Richfield now the Village of Richfield, Washington County, Wisconsin.

Curve Data:

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C-1	66.00'	75.18'	71.18'	S 11°58'24" W	65°16'01"
C-2	66.00'	111.60'	98.77'	S 69°05'56" E	96°52'40"
C-3	66.00'	186.78'	130.40'	S 36°27'56" E	162°08'41"

Surveyor's Certificate:

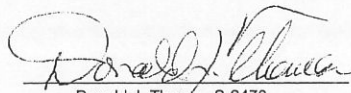
I, Donald J. Thoma, registered land surveyor, hereby certify that by the direction of Curtis Hultstrum, I have surveyed, divided, and mapped the land shown and described hereon, Lot Eight (8) and Lot Nine (9) in Assessor's Plat of Oconobanks, being part of the NW 1/4 and SW 1/4 of the SE 1/4 and part of the NE 1/4 and SE 1/4 of the SW 1/4, all in Section 19, Township 9 North, Range 19 East, in the Town of Richfield now the Village of Richfield, Washington County, Wisconsin, which is bounded and described as follows:

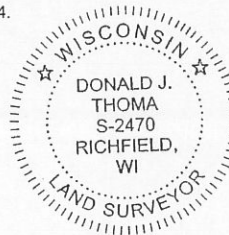
Commencing at the South Quarter corner of said Section 19; thence N 00°32'27" W, along the east line of said SW 1/4, 2015.49 feet, to a point in the southeasterly line of said Lot 8 and the point of beginning of lands herein described; thence S 23°01'41" W, along said southeasterly line, 209.76 feet, to a 1.3 inch od iron pipe found; thence S 89°31'03" W, along the monumented south line of said Lot 8, 249.34 feet, to a 1.3 inch od iron pipe found; thence N 00°36'08" W, along the monumented west line of said Lots 8 and 9, 470.00 feet; thence S 88°56'41" E, along the north line of said Lot 9, 328.55 feet, to a point in the westerly right-of-way line of Oconobanks Drive; thence southwesterly southerly and easterly along said westerly right-of-way line and along the arc of a curve to the left, 186.78 feet, radius 66.00 feet, delta 162°08'41", chord S 36°27'56" E 130.40 feet; thence S 23°01'41" W, along said southeasterly line of Lot 8, 178.10 feet, to the point of beginning.

Containing 3.466 acres (150,963 square feet) more or less.

I further certify that I have fully complied with the provisions of sec. 236.34 of Wisconsin Statutes and the Village of Richfield Land Division Ordinance per Chapter 330 of the Village Code (subdivision regulations) in surveying, dividing, and mapping said land, and that this map is a correct representation of the exterior boundaries of the land surveyed and the division of said lands.

Dated this 17th day of December, 2014.


Donald J. Thoma, S-2470



Owner's Certificate:

As owner of Lot 1 of this Certified Survey Map, I hereby certify that I caused the land shown and described herein to be surveyed, divided and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval:

Village of Richfield Plan Commission
Village of Richfield Village Board

Sharon M. Finger - Trustee

Pamela J. Finger - Trustee

STATE OF WISCONSIN)
WASHINGTON COUNTY)s.s

Personally came before me this ____ day of _____, 201__, the above named trustees are to me known to be the same persons who executed the foregoing instrument and acknowledge the same.

(Notary Seal) _____, Notary Public, _____, Wisconsin.

My commission expires _____

Washington County Certified Survey Map

Lot Eight (8) and Lot Nine (9) in Assessor's Plat of Oconobanks, being part of the NW 1/4 and SW 1/4 of the SE 1/4 and part of the NE 1/4 and SE 1/4 of the SW 1/4, all in Section 19, Township 9 North, Range 19 East, in the Town of Richfield now the Village of Richfield, Washington County, Wisconsin.

Owner's Certificate:

As owner of Lot 2 of this Certified Survey Map, I hereby certify that I caused the land shown and described herein to be surveyed, divided and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval:

Village of Richfield Plan Commission
Village of Richfield Village Board

Curtis R. Hulterstrum - Owner

STATE OF WISCONSIN)
WASHINGTON COUNTY)s.s

Personally came before me this ____ day of _____, 201__, the above named owner is to me known to be the same person who executed the foregoing instrument and acknowledge the same.

(Notary Seal) _____, Notary Public, _____, Wisconsin.

My commission expires _____

Consent of Corporate Mortgage:

_____, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing and mapping of the land described on this Certified Survey Map, and does hereby consent to the above certificate of Curtis R. Hulterstrum, owner.

IN WITNESS WHEREOF, the said _____ has caused these presents to be signed

by _____, its President, and countersigned by _____,

its Secretary(cashier), at _____, _____, (State) and its corporate seal to be hereunto

affixed this ____ day of _____, 201__.

In the presence of:

_____, _____ (Corporate Seal)
Corporate Name

President

Secretary of Cashier

Date

STATE OF WISCONSIN)
WASHINGTON COUNTY)s.s.

Personally came before me this ____ day of _____, 201__, _____,

President, and _____, Secretary(cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary(cashier) of said corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____, Notary Public, _____, Wisconsin.

My commission expires _____

Village of Richfield Village Board Approval:

This land division is hereby approved and hereby accepted by the Village of Richfield Village Board this ____ day of _____, 201__.

John Jeffords - Village President

Jim Healy - Village Administrator/Clerk

Jim Healy

From: Michael Rubendall <m.rubendall@gaiconsultants.com>
Sent: Monday, December 29, 2014 9:36 AM
To: Jim Healy
Cc: Ronald Dalton
Subject: RE: CSM Review

Jim,
I apologize for the delay. I had a couple of questions for Don Thoma, the R.L.S. who prepared the CSM and the Quit Claim Deed, and he just got back to me this morning. Don was able to clear up my questions and I have no comments on the proposed CSM.

We recommend approval of the proposed Finger/Hulterstrum Certified Survey Map of Lots 8 and 9 of the Assessor's Plat of Oconobanks.

Regards,
Mike,
GAI Consultants, Inc.

From: Jim Healy [<mailto:administrator@richfieldwi.gov>]
Sent: Monday, December 29, 2014 8:34 AM
To: Michael Rubendall
Cc: Ronald Dalton
Subject: CSM Review

Dear Mike and Ron,

Would it be possible to receive your comments on the CSM we sent over to your offices for review on the 19th? I am only in the offices two days this week because of an out of state wedding so I am trying to button-up my Plan Commission packet by the close of business tomorrow.

Thank you so much!

Sincerely,

Jim Healy
Village Administrator
Planning and Zoning Administrator
(262)-628-2260
Village of Richfield
4128 Hubertus Road
Hubertus, WI 53033

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Follow us on Twitter, @RichfieldWis

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ORDINANCE 2014-[REDACTED]
Draft of November 17, 2014

**AN ORDINANCE TO CREATE REGULATIONS IN
CHAPTER 330 OF THE VILLAGE OF RICHFIELD CODE OF
ORDINANCES RELATING TO CREATION OF NONCONFORMING LOTS**

WHEREAS, the Village Board for the Village of Richfield adopted subdivision regulations for the Village of Richfield on May 10, 1984, by Ordinance No. 84-1, and has amended such regulations from time to time; and

WHEREAS, the subdivision regulations are codified as Chapter 330 of the Village of Richfield Code of Ordinances, which is titled "Subdivision of Land;" and

WHEREAS, the Plan Commission prepared a draft ordinance to address the best way to handle adjoining substandard lots that may need to be reconfigured and where the resulting lots do not comply with the dimensional standards that apply to the creation of new lots; and

WHEREAS, the Plan Commission recommended approval of the same at its meeting on December 4, 2014; and

WHEREAS, the Village Board conducted a public hearing on February __, 2015 to accept public input on the recommended ordinance; and

WHEREAS, the Village Board adopted the recommended ordinance **OR** made revisions to the recommended ordinance it deemed appropriate.

NOW, THEREFORE BE IT RESOLVED, the Village Board of the Village of Richfield, Washington County, Wisconsin, do ordain as follows:

Section 1. Chapter 330 of the Village of Richfield Code of Ordinances, titled "Subdivision of Land," Section 330-11-A, to be titled "Establishment of substandard lots," is hereby created as follows:

§ 330-11-A. Establishment of substandard lots.

A. **Generally.** Upon petition, the Village Board may approve a certified survey map where one or more of the parcels do not comply with one or more of the dimensional standards in this chapter and/or in Chapter 70 of the Richfield Code of Ordinances, titled "Zoning" provided one of the following circumstances exist:

- (1) An existing principal building or accessory building crosses a common property boundary line and the affected property owners submit a joint application, and the lot line cannot be

adjusted in a way that results in legal conforming lots and setback and offset compliance for existing structures.

- (2) A person owns three or more adjoining legal nonconforming lots and the resulting number of parcels is reduced (e.g., three legal nonconforming lots are reconfigured to form two lots, one or both of which are substandard).
 - (3) The certified survey map is for one lot and is used to establish the boundary of such nonconforming parcel.
 - (4) Any circumstance where the nonconforming lot is no less nonconforming than currently exists (i.e., a non-conforming lot is 3 acres and after reconfiguration is 3 acres or larger).
- B. **Submittal requirements.** In addition to the features normally depicted on a preliminary certified survey map, the following shall be depicted:
- (1) Existing lot lines to be removed by the certified survey map.
 - (2) The location of all existing wells and sanitary systems and other improvements not otherwise depicted on a preliminary certified survey map.
 - (3) The measurement between the proposed lot line and any structure that will not comply with any setback requirement established in this chapter or the Village's zoning regulations.
 - (4) Any other information requested by the Plan Commission or Village Board deemed necessary to render a decision under this section. If the applicant is willing to provide the requested information, the time clock shall be suspended until such time the Plan Commission or Village Board reviews such information at a regular or special meeting. If the applicant is not willing to provide the requested information, the Plan Commission and Village Board shall act on the information submitted by the applicant. Failure to provide the requested information shall constitute a sufficient reason to deny the creation of substandard lots.
- C. **Basis of decision.** The Plan Commission may only recommend approval and the Village Board may only approve a certified survey map with one or more substandard lots upon a finding that (1) the proposed configuration of the parcels constitutes an improved layout, (2) each of the resulting parcels will have legal access to a public roadway, and (3) the spirit and intent of this chapter, as set forth in sections 330-2 and 330-3, is achieved to the greatest extent possible given the existing circumstances, (4) the existing lots are legal lots or legal nonconforming lots.
- D. **Imposition of conditions.** The Plan Commission may recommend and the Village Board may impose one or more conditions of approval deemed necessary to further the intent and purposes of this chapter and the Village's zoning regulations.

- E. **Required notes on the certified survey map.** If a certified survey map is approved with one or more substandard lots, a notation shall be shown on the face of the survey substantially as follows:

Parcel ____ is a substandard lot and was approved by the Village of Richfield under authority of Section 330-11-A of the Richfield Code of Ordinances. Such parcel shall comply with all applicable regulations relating to legal nonconforming lots which may now exist or which may be established by the Village of Richfield.

If a certified survey map is approved with a parcel that contains an existing structure that does not comply with setback standards in the Village's zoning regulations, a notation shall be shown on the fact of the survey substantially as follows:

Parcel ____ contains an existing structure that does not comply with setback standards in the Village's zoning regulations in effect on the date this certified survey map was approved by the Village of Richfield. Such structure shall comply with all applicable regulations relating to legal nonconforming structures which may now exist or which may be established by the Village of Richfield.

Section 2. Chapter 330 of the Village of Richfield Code of Ordinances, titled "Subdivision of Land," Section 330-42, titled "Lot design," is repealed and recreated as follows:

§ 330-42. Lot design.

- A. Generally. The size, shape, and orientation of lots shall be appropriate for the location of the land division and for the type of development and use contemplated. The lots should be designed to provide an aesthetically pleasing building site and a proper architectural setting for the building contemplated.
- B. Design requirements. Except as allowed under Section 330-11 and Section 330-11-A, parcels hereafter created shall comply with the following design requirements:
- (1) Side lot lines shall be at right angles to straight street lines or radial to curved street lines on which the lots face unless impractical to do so. Lot lines shall follow municipal boundary lines rather than cross them.
 - (2) Double-frontage or through lots shall be prohibited except where necessary to provide separation of residential development from arterial traffic or to overcome specific disadvantages of topography and orientation.
 - (3) Every lot shall front or abut for a distance of at least 50 feet on a public street.
 - (4) The area and dimensions of all lots shall comply with applicable requirements in Chapter 70, titled "Zoning," of the Village of Richfield Code of Ordinances.
 - (5) Excessive depth of lots in relation to width shall be avoided and a proportion of two to one shall be considered a standard depth to width ratio under normal conditions. Lots shall normally be rectangular in shape, and lots having more than five sides shall be

- avoided. Depth of lots or parcels designated for commercial or industrial use shall be adequate to provide for off-street service and parking required by the use contemplated.
- (6) The width of lots within the interior of a block shall conform to the requirements of the applicable Village or county ordinance, and in no case shall a lot have a minimum width at the building setback line of less than that which is required by the applicable zoning ordinance.
 - (7) In any plat abutting a lake or stream, lands lying between the meander line and the water's edge and any otherwise unplattable lands which lie between a proposed land division and the water's edge shall be dedicated to the public or made a part of the adjacent lot or parcel.

Section 3. This ordinance shall become effective upon passage and posting or publication as provided by law.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, Sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Adopted this [REDACTED] day of [REDACTED] 2014

John Jeffords, President

ATTEST:

James Healy, Village Administrator

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VILLAGE OF RICHFIELD

PLAN COMMISSION COMMUNICATION FORM

MEETING DATE: January 8, 2015

SUBJECT: Discussion/Action regarding Resolution R2015-01-01, a Resolution to amend multiple sections of the Village's Future Land Use Map and Comprehensive Plan

DATE SUBMITTED: December 30, 2014

SUBMITTED BY: Jim Healy, Village Administrator

POLICY QUESTION: DOES THE PLAN COMMISSION WISH TO ADOPT BY RESOLUTION SEVERAL AMENDMENTS TO THE VILLAGE'S COMPREHENSIVE PLAN?

ISSUE SUMMARY:

In 1963 the Village, then Town, permitted by Conditional Use, the operation of mineral extraction on certain properties. Since approximately the early 1970s this Conditional Use Operation has been dormant. Currently, the below listed properties are zoned M-5, Mineral Extraction District. They are generally located in the southern part of the Village in predominately residential areas:

V10-098600A

V10-098500A

V10-0984001

V10-098400A

V10-1161

Please refer to the attachment for parcel details and locations on both Scenic and Willow Creek Road. Access to these quarry sites was from Country Trunk Highway (CTH) Q via a private road that is believed to have been constructed by Wissota Sand and Gravel Company, the operator at the time. The private road runs adjacent to the railroad tracks and crosses over Willow Creek Road. From there, trucks entered the properties in order to do the quarrying. On the parcel located on the west side of Scenic Road, an underground tunnel was constructed to process and move aggregate to the east side of Scenic Road. Please refer to the attachment for an aerial overview of the area.

On the Village's adopted Future Land Use Map, these same properties are shown as 'Quarry Redevelopment'. In our Village's Comprehensive Plan, Chapter 11: Community Vision and Implementation the description of 'Quarry Redevelopment' is simply listed as "[T]hese areas will be redeveloped for residential or recreational purposes...."

It is the opinion of Staff that the highest and best use of this property is single family residential. Both, Tax Keys: V10-1161 and V10-0984 are presently occupied by single family residences. In terms of development for the Village, it is the considered opinion of Staff that this is a textbook example of a 'Land Use Conflict' which was overlooked during our Comprehensive Plan update. Land Use Conflicts can develop over time when certain types of land uses are located inappropriately or where adequate buffering and/or screening is not provided between conflicting land uses. Such is the case with our now defunct quarry which is entirely surrounded by single family residential development, FEMA regulated and identified floodplains and other environmentally sensitive areas that fall within the Shore land-Overlay Zoning District.

Enclosed for your convenience is an excerpt from Chapter 11: Community Vision and Implementation in our Village's adopted Comprehensive Plan. In the section titled "Agricultural, Natural, and Cultural Resources" we outline those overarching policies and goals we've chosen to adopt as a community to help preserve the rural character of the Village and support our Village's 'Country Way of Life'.

It was the Plan Commission's policy decision in December to petition the Village Board to amend the Comprehensive Plan and in particular some text and Future Land Use Map (a component of the Comprehensive Plan) to show those previously identified parcels as 'Single Family' rather than 'Quarry Redevelopment'. At the conclusion of their



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discussion the following motion was made:

Motion by Vice-Chairman Berghammer to direct Staff to prepare a petition to the Village Board, including a formal 'Public Participation Plan', for their consideration to amend the Future Land Use Map to change those parcels along Scenic Road and Willow Creek Road from 'Quarry Redevelopment' to 'Single Family Residential'. Seconded by Trustee Collins; Motion passed without objection.

At the December 18, 2014 Village Board meeting, pursuant to the direction given to them by the Plan Commission, Staff prepared a Public Participation Plan which was adopted by the Village Board with the following motion:

Motion by Trustee Brandner to direct Staff to implement the Public Participation Plan as presented and to direct the matter to the Plan Commission for completion to amend the Future Land Use Map to change those parcels along Scenic Road and Willow Creek Road from 'Quarry Redevelopment' to 'Single Family Residential'. Seconded by Trustee Neu, Motion carried unanimously.

Tonight Staff is pleased to report that we've satisfied the requirements of the Public Participation Plan, which is required by Wisconsin State Statutes, in order to adequately inform the public of the proposed amendment being petitioned. Comments received from the general public will be presented the night of the Plan Commission meeting for the consideration of the whole. The remaining steps left to amend the Future Land Use Map are as follows:

December 4: Plan Commission (PC) petition to the Village Board (VB) - DONE


December 18: VB acknowledges petition and adopts Public Participation Plan and refers matter back to PC - DONE

January 8: PC acknowledges that the requirements of public participation plan have been satisfied and discussion/action on possible resolution.

January 10: Staff fulfills requirements of State Statutes for giving notice of PC action and Public Hearing

February 19: VB holds Public Hearing and potentially adopts by ordinance the Comp. Plan Amendment

FUTURE IMPACT AND ANALYSIS:

REVIEWED BY: 
Village Deputy Treasurer

Forward to Village Board: Yes

Additional Approvals Needed: Yes

Signatures Required: Yes

ATTACHMENTS:

1. Adopted Public Participation Plan by the Village Board (12/18/2014)
2. Resolution R2015-01-01, a Resolution to amend multiple sections of the Comprehensive Plan
3. Chapter 11: Community Vision and Implementation, pages 11-18 through 11-21

STAFF RECOMMENDATION:

Motion to approve Resolution R2015-01-01, a Resolution to amend multiple sections of the Comprehensive Plan and to direct Staff to fulfill requirements of Wisconsin State Statutes for giving notice of the proposed Public Hearing on February 19, 2015 at 7:30PM.



VILLAGE OF RICHFIELD
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DATE SUBMITTED: December 30, 2014
SUBMITTED BY: Jim Healy, Village Administrator

APPROVED FOR SUBMITTAL BY:


Village Staff Member

Village Administrator

VILLAGE CLERK USE ONLY
BOARD ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

2014 Public Participation Plan



INTRODUCTION

In 2003, the then Town of Richfield embarked on a year-long process to prepare a Comprehensive Plan as required by Wisconsin State Statutes. To encourage public participation, the Town Board, at that time, adopted a formal Public Participation Plan which described the ways in which the public would be involved in the preparation, review, and adoption of the plan. The Town invested significant time and resources to ensure opportunities were available for residents and other property owners to help shape the Plan. Numerous public meetings were conducted, informational mailings were sent to every household in the community, and a questionnaire was sent to every household. The process concluded in November of 2004 when the Town Board adopted the plan by ordinance. Since that time, a number of limited amendments have been approved.

In March of 2010, the Plan Commission for the Village of Richfield initiated a process to update the Village's Comprehensive Plan that was first adopted in 2004. A steering committee was established to guide the project and provide oversight and input. Two members of the Plan Commission were appointed along with a Village Trustee. Due to changes in Board and Commission membership, in May of 2011 the steering committee was dissolved.

Recognizing the public participation efforts which were undertaken in drafting the initial 2004 Plan and the Strategic Plan, the Village again continued to provide opportunities for public participation during the subsequent update of the Comprehensive Plan which was finalized in early 2014.

PUBLIC PARTICIPATION EFFORTS

1. **Staff Advisory Committee.** Village Staff has created an advisory committee consisting of three members. Membership will consist of Village Administrator Jim Healy, Administrative Services Coordinator KateLynn Schmitt and Planning Consultant Tim Schwecke. It is anticipated that the Staff Advisory Committee will conduct the Public Participation Plan as outlined herein.
2. **Open House.** One (1) open house will be conducted in January to present the proposed amendments as tentatively recommended by the Plan Commission and Village Board. While logistics for the open

house will be established at a later date, it is anticipated that the open house will be conducted from the late afternoon into the late evening hours (4PM-8PM, approximately). Different types of visual aids will be used to describe the proposed map amendments. The goal of this public outreach effort is to create an informal setting for residents and others to learn more about the proposed amendments and to offer their suggestions and comments on ways it can be improved.

3. **Preparation of Public Comments Received.** Based on input received at the open house, the Plan Commission will prepare a final recommended Ordinance amendment and forward it to the Village Board for final action.
4. **Public Hearing and Required Notice.** The Village Board will hold at least one public hearing to formally accept public comment on the Plan as recommended by the Plan Commission. The public hearing shall be preceded by a Class I Public Hearing Notice under chapter 985, Wis. Stats., which is published 30 days before the date of the public hearing in the *West Bend Daily News*. Such notice shall contain the information required under section 66.1001(4)d, Wis. Stats. Furthermore, the Village will provide a written notice to those persons specified in sections 66.1001(4)(e) and (f) at least 30 days prior to the date of the public hearing. Property owners within 300' of the subject properties may also be notified via first class mail due to their proximity.
5. **Community-wide Mailing.** The Village may mail one (1) publication of the "*Richfield Happenings*" newsletter to each household and/or property in the Village to notify residents of the Plan update, key points for public involvement, and how they can get involved in the process.
6. **Website.** The Village's website already has a dedicated page specifically utilized for the Comprehensive Plan. Information relative to the Plan update will be posted in this area of the Village's website, along with other draft documents, maps, meeting notices and agendas, and project-related news. RSS feeds will be set up for the Village website to also notify residents of updates in real-time.
7. **Social Media.** Another method of communicating effectively with residents is via our social media accounts on Twitter and Facebook. Updates that are posted on our website, as well as our RSS feed, will be posted on these accounts as well.
8. **T.V. Channel 98.** Staff will utilize public access "Channel 98" to post informational notices, key dates for public participation, contact information for key Staff members, and any other information it deems appropriate for public involvement.
9. **Material Availability.** Copies of the Plan maps, as recommended by the Staff Advisory Committee and by the Plan Commission, will be sent to the local public libraries in the Villages of Germantown and Slinger for public display.
10. **Public Hearing.** The Village Board will hold at least one public hearing to formally accept public comment on the proposed plan update.
11. **Other Means.** The Village may provide other avenues for public participation during the course of the project.

Village of Richfield Plan Commission

Resolution No. R2015-01-01

**A Resolution to Amend Multiple Sections of the Village's
Comprehensive Plan and Future Land Use Map**

WHEREAS, the Village Board is authorized by state law to adopt a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2), Wis. Stats., and to amend it from time to time; and

WHEREAS, the Village Board adopted a comprehensive plan update on June 19, 2014, following extensive public participation; and

WHEREAS, the Village of Richfield recognizes the value of having a comprehensive plan to guide development and desires to keep its comprehensive plan up-to-date; and

WHEREAS, the Village Board for the Village of Richfield adopted a public participation plan on December 18, 2014 that describes the ways in which the Village residents and other interested parties could participate in the preparation, review, and the adoption of proposed amendments to the Comprehensive Plan; and

WHEREAS, the Village Staff has satisfied all requirements set forth in the adopted public participation plan; and

NOW THEREFORE, by a majority vote of the entire commission recorded in its official minutes, the Plan Commission hereby resolves to adopt multiple amendments to the Village's comprehensive plan, attached as Exhibit 1 and Exhibit 2, a copy of which is on file with the Village Clerk.

Passed and adopted this 8th day of January 2015

James Otto, Plan Commission Chair

ATTEST:

James Healy, Village Administrator

Exhibit 1

Trends in Land Prices

Historical trends have demonstrated that land prices have steadily increased in Richfield. This trend is expected to continue as the community continues to be discovered by people moving out to the area.

What is particularly impressive is the value of residential development in the Village. In 2013, Residential development accounts for \$1,324,052,500 of the assessed value in the Village. Table 9-6 provides a breakdown of residential property values. This table includes the value of vacant residential land. The average residential property value in Richfield is \$279,690.

As land prices continue to increase, it is anticipated that most remaining farmers will seek ways to sell their acreage for development or sell their development rights. This is not to say that farming will disappear from the landscape. To the contrary, it is anticipated that hobby farms, niche farms, and other operations will remain.

One potential concern that does exist with respect to land prices in the Village is the fact most new housing is of similar value, which may over saturate the market and affect resale values. To offset this, the development of some alternative housing choices (e.g., condos, townhomes, senior housing) could be pursued to provide a greater balance in the community.

Table 9-6. Residential Property Values: 2012

Home Values (Assessed)	Number of Properties
\$0-\$100,000	17
\$100,001-\$200,000	661
\$200,001-\$300,000	1,839
\$300,001-\$400,000	1,084
\$400,001-\$500,000	465
\$500,001 and more	263
Totals	4,329

Source: Associated Appraisals, 2013

9. Opportunities for Redevelopment

The Smart Growth Law requires that communities examine opportunities for redevelopment of blighted, underdeveloped, or other areas of a community. This is different from opportunities for new development on farm fields or lands that have never been built upon. This would involve the revitalization of commercial areas, redevelopment of areas to accommodate different (or more) types of development. There are two areas in the Village that have the greatest potential for redevelopment – the hamlet areas and local quarry sites. Some of the unincorporated hamlets (e.g., Hubertus and Richfield) have already seen investment in older buildings for restoration and revitalization. Opportunities exist for additional commercial development to occupy vacant storefronts in the plazas or infill vacant lots. The conversion of some houses in these areas into office spaces for realtors, physicians, or other professional uses is also possible.

With respect to local quarries, the opportunity exists to redevelop these sites (once the quarry operation activities cease) into residential developments or recreation areas. Such development will be based on the reclamation plan completed for each local quarry operation. The Village currently does not have any properties shown as 'Quarry Redevelopment' on the adopted Future Land Use Map, but it is anticipated that once operations cease on STH 175, the map will be amended to reflect the change in operational status.

When any redevelopment opportunity arises, the Village will rely on zoning requirements, site plan review, and this plan as tools to oversee these activities.

Exhibit 2

Implementation Activity	Potential Funding	Champion/Partner	Milestone Date
Partner with the Land Use Division of the Washington County Planning and Parks Department to educate residents about responsible septic system maintenance and the importance of groundwater quality. Such information can be included with annual tax bills, a periodic newsletter, cable channel broadcasts, or on the Village's website.	Well Compensation Grant Program	Washington County	2014
Develop ordinances to require the installation of groundwater test and observation wells (approximate cost \$2,000) to measure transivity (i.e., how fast water moves or how much can be pumped) and storivity (i.e., how much water can be stored) for each new subdivision development and for commercial and industrial development.	Village budget	Village Administrator and Planning & Zoning Administrator	2015
Conduct a comprehensive groundwater assessment study and well-monitoring program.	Village budget	Planning & Zoning Administrator & Consultant Hydrologist	Continuous

Goal 3: Ensure that new development is served by efficient, cost-effective utilities and community facilities within the Village's capacity to provide such services.

Specific Policies

1. Continue to use a capital improvements program (CIP) as a central tool to implement this comprehensive plan. The CIP should help the Village plan for needed utilities and community facilities improvements, as well as transportation, and other improvements.
2. Continue to educate residents about available community facilities in the area through the Village's website. Whenever feasible, format posted information so it can be easily printed by residents.
3. Involve service providers to the extent deemed appropriate in the review of development projects to ensure that adequate public services are available to meet the needs of the project.
4. Continue to pursue shared service opportunities when mutually beneficial (i.e., cost savings) to improve the efficiency and quality of utilities and community facilities. This may include shared services with local jurisdictions.
5. Encourage the development of communications infrastructure to support high-speed data transfer in areas planned for future commercial, industrial, and mixed-use development.

Goal 4: As the population grows, continue to ensure that Richfield is a safe community by meeting or exceeding recognized standards for public safety.

Specific Policies

1. When new subdivision, commercial, and industrial development requests are submitted to the Village, have the Richfield Volunteer Fire Company review the applications and provide recommendations with respect to fire systems needs as part of the site plan review process.

Implementation Activity	Potential Funding	Champion/Partner	Milestone Date
Develop new and upgrade existing facilities consistent with the 2004 Facilities Assessment.	State Trust Fund Loan Program	Refer to 2004 Facilities Assessment	2016
Develop communication technologies necessary for public safety (e.g., Amber alert, cellular communication, etc.).	State Trust Fund Loan Program	Refer to 2004 Facilities Assessment	Begin in 2014

Agricultural, Natural, and Cultural Resources

Agricultural, Natural & Cultural Resources Vision

In 2033, prime agricultural lands, woodlands, wetlands, lakes, rivers and other natural areas provide recreational opportunities and wildlife habitat. The Village's farmland and natural areas maintain a link to Richfield's rural agricultural past and serve as a buffer between undeveloped uses and residential and commercial areas. Panoramic vistas and scenic outlooks throughout the Village offer unobstructed views of Holy Hill, the Oconomowoc River, and the Milwaukee skyline. Residents enjoy access to many natural areas via a network of local and county trails. The Coney/Oconomowoc Nature Preserve is a cherished community asset providing hiking, skiing, and wildlife viewing opportunities while serving as a natural laboratory for local schools. Canoeing, kayaking, fishing, and hunting are common recreational pursuits. Access to a great variety of cultural facilities and historical resources enriches the lives of residents.



Overarching Policies

1. Preserve the most significant aspects of the natural resource base, that is, primary environmental corridors, which contribute to the maintenance of the ecological balance, natural beauty, and economic well being of the Village and environs.
2. Protect floodplains and other areas having severe soil restrictions from development through local ordinances.
3. Protect groundwater and develop programs to ensure the long-term viability of the aquifer as a source of potable water.
4. Encourage the proper handling of wastes and chemicals so that they produce a minimum effect upon ground and surface water.
5. Regulate the type of industrial development in the Village to minimize the chances of groundwater contamination.
6. Discourage development that will interfere with important natural resources, including area lakes and rivers.
7. Provide zoning that supports local family farm operations and small specialty farms to maintain agriculture as a part of the rural landscape.
8. Maintain the Village's rural character by (1) limiting residential development to areas with soils that support foundations and septic systems, and (2) communicating with local farmers who want to sell their property about options available through land trusts and conservation development design techniques.
9. Support state and federal efforts to protect threatened and endangered species in the Village.
10. Protect wetlands by applying the Lowland Conservancy Zoning District to wetlands in the Village, and requiring wetlands to be preserved in the open space portions of conservation subdivisions.

Goal 1: Protect wetlands in the Village.

Specific Policies

1. Monitor the adequacy of state laws with respect to wetland protection.
2. Adopt local regulations to protect wetlands if state laws are not adequate.
3. Ensure that development and development-related activities minimize the impact wetlands.

Implementation Activity	Potential Funding	Champion/ Partner	Milestone Date
Evaluate the need for adopting setbacks to separate different types of development and development-related activities from wetland areas.	Village budget	Planning & Zoning Administrator	2015

Goal 2: Preserve the rural character and support the Village's "Country Way of Life" mentality by maintaining open space, natural areas, and farmland.

Implementation Activity	Potential Funding	Champion/ Partner	Milestone Date
Using the <i>Future Land Use Map</i> as a guide, seek to direct residential and commercial development to certain areas, including those areas least suited for farming, with soils that support foundations and septic systems.	N/A	Planning & Zoning Administrator	Continuous

Goal 3: Preserve and enhance wildlife habitat.

1. Encourage local landowners to pursue opportunities to protect their land by working with land trusts.
2. Solicit the input of the Wisconsin Department of Natural Resources during the review of development projects to better identify and protect wildlife habitats, when it makes sense, particularly those unique to the community.
3. Discourage fragmentation of wildlife habitat by encouraging development adjacent to existing development.

4. Continue efforts to establish a network of green corridors throughout the community to act as wildlife corridors. This effort should begin with areas protected through shoreland wetland zoning, open areas preserved in conservation-based subdivisions, and with the establishment of additional trails and greenways in accordance with the future land use maps.

Implementation Activity	Potential Funding	Champion/ Partner	Milestone Date
Partner with local land trusts to protect wildlife habitat areas.	River Protection Grant Program	Land Trusts WDNR	Continuous
Seek to protect environmental corridors through proper zoning to help protect natural resources and plant and wildlife habitat. This effort will include a review of the recommendations of the SEWRPC Natural Areas Plan to help protect important plant and wildlife habitat areas.	N/A	Planning & Zoning Administrator	Continuous

Goal 4: Preserve and protect the historic resources of Richfield to promote the educational, cultural, and general welfare of village residents and provide for a more interesting, attractive, and vital community.

Specific Policies

1. Support the preservation of historic resources in the Village
2. Support the efforts of the Richfield Historical Society and other local preservation groups.
3. Promote Richfield's unique parks and historic resources to attract new businesses and tourism.

Implementation Activity	Potential Funding	Champion/ Partner	Milestone Date
Coordinate with the Richfield Historical Society to catalogue historic properties and locations in the Village. Share this information with the State of Wisconsin Architecture and History Inventory.	State Historical Society	Richfield Historical Society and Park Commission	2016
Evaluate the feasibility of and support for establishing a historic landmarks commission.	Village budget	Richfield Historical Society and Park Commission	2015
Distribute copies of community brochures throughout the community and at regional events (e.g., parade of homes, home shows, chamber of commerce, etc.).	Village budget	Richfield Historical Society and Village Staff	Ongoing
Advertise community events in regional newspapers and other print and digital media, and through the Wisconsin Department of Tourism.	State Historical Society	Various groups	Ongoing

Goal 5: Preserve and protect Richfield's groundwater to ensure a long-term, viable source of potable water for current and future residents.

Specific Policies

1. Continue the ongoing program of monitoring groundwater levels in the Village.
2. Work with adjoining municipalities and Washington County on an overall strategy to protect the regional groundwater supply.

Implementation Activity	Potential Funding	Champion/ Partner	Milestone Date
Evaluate the feasibility of and need for adopting a requirement that developers would need to install a monitoring well(s) within residential development projects when deemed appropriate.	Village budget	Village Board	2016
Identify those areas within the Village where susceptibility to groundwater contamination is highest and develop plans to ensure that land use within these areas occurs in a manner consistent with protecting groundwater.	Village budget	Village Board	2016

Develop an information and education strategy aimed at providing Village residents with the tools to protect their potable water supply.	Wisconsin Environmental Education Board Grant	Village Administrator	2016
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Goal 6: Protect the quality of surface and groundwater in Richfield.

Specific Policies

1. Create, maintain, and enhance natural buffers along streams.
2. Encourage farmers to use available manure management technologies.
3. Encourage residents to use rain gardens to encourage infiltration of storm water and recharge to groundwater.
4. Continue to encourage and where appropriate require cluster subdivisions due to their groundwater benefit associated with less developed land that requires less fertilized lawns and landscaping.
5. Support the efforts of the Wisconsin Department of Natural Resources and Washington County to ensure that local non-metallic mining operators adhere to the requirements of chapter NR 135.

Implementation Activity	Potential Funding	Champion/Partner	Milestone Date
Support the efforts of Washington County to enforce stream and lake setback requirements by enforcing local zoning requirements and policies established in the Washington County Land and Water Resource Management Plan.	WDNR Lake Classification and Protection Grants	Washington County & Planning & Zoning Administrator	Continuous
Work with Washington County and the Wisconsin DNR and DATCP to promote and help fund buffer strips along streams and the lakeshores.	WDNR River Protection Grant Program	Washington County & Planning & Zoning Administrator	Continuous
Educate residents about the importance of environmental corridors and support efforts by the Southeast Wisconsin Regional Planning Commission to identify and protect these areas.	Wisconsin Environmental Education Board Grant	Planning & Zoning Administrator	Continuous
Coordinate with the Wisconsin Department of Natural Resources and Washington County Land and Water Conservation Department to complete an in-depth analysis of surface waters in the Village to understand changes in the quality and clarity of surface waters (including changes in fish counts).	Lake Planning Grant	Wisconsin DNR Planning & Zoning Administrator	2020
<ol style="list-style-type: none"> a. Establish test sites for streams and lakes in Richfield. b. Annually monitor test site results and compare the results over each sequential 5-year period to track changes. 	River Protection Grant		
Coordinate with Washington County to educate homeowners on the need for proper maintenance of private well and onsite wastewater treatment systems, periodic testing of private well water, and planning for eventual well, pump or drain field replacements.	Wisconsin Environmental Education Board Grant	Washington County & Village Administrator	Continuous
Provide education materials to residents on the Village website, through Village newsletters and in a welcome packet related to proper well maintenance, septic maintenance, and other issues of local importance.	Wisconsin Environmental Education Board Grant	Village Administrator & Planning & Zoning Administrator	Continuous

Economic Development

Economic Development Vision

In 2033, Richfield is a bedroom community that supports its local businesses that cater to commuting residents. The Village relies primarily on residential acres to support its tax base. Economic development is in harmony with the Village's natural environment and residential areas.

